

DIVISION OF RETIREMENT
PO Box 9000
Tallahassee, Florida 32315-9000
850-907-6500 Toll Free 844-377-1888

HOW TO ESTABLISH PROOF OF AGE

Proof of age is required to complete the application for retirement benefits. If Options 3 or 4 are selected, the beneficiary or joint annuitant's date of birth must also be verified. The verification can be established with one of the following documents from #1 through #8 or two of the documents in #9.

1. Birth certificate registered with Vital Statistics in state of birth
2. Delayed birth certificate
3. Valid, unexpired U.S. passport
4. Census report more than 30 years old
5. Life insurance policy more than 30 years old
6. If receiving Social Security benefits, a benefits letter from the Social Security Administration stating the date of birth it has established for the payment of benefits
7. Certificate of Naturalization
8. Florida drivers license issued after January 1, 2010 that indicates compliance with the federal [REAL ID Act](#)
9. In the absence of the above, a document from two of the following categories will be required:
 - a. Birth certificate of child, showing age of parent (limit one)
 - b. Baptismal certificate more than 30 years old
 - c. Hospital record of birth or Hospital Certificate of Birth
 - d. School record at time of entering grammar school

Note: Original documents are not required. Please submit a legible copy and write your social security number and current name on the submitted documentation. If providing verification for your beneficiary or joint annuitant, please provide the same information on their documentation (example: spouse of [your name and social security number]).

DO YOU NEED A BIRTH CERTIFICATE?

- For individuals born in the State of Florida, you may obtain a copy of your birth certificate from your local County Health Department - Vital Statistics Office. For the location of the office nearest you, contact your local County Health Department or visit the Florida Department of Health's website, www.doh.state.fl.us.
- If you were born in another state, you should contact the Vital Statistics office in that state to obtain a birth certificate. You may wish to access our website, at www.frs.myflorida.com to obtain the information needed to acquire a birth certificate from all fifty states. To find this information, click on "Members" under the Retirement header, then click on the topic called "[Vital Records Information](#)" and select the state in which you were born.
- To obtain a delayed birth certificate, you must contact the office of the Clerk of Circuit Court in the state and county in which you were born. That office will inform you of the evidence needed to have a delayed birth certificate issued.
- You may also contact the U.S. Census Bureau at PO Box 1545, Jeffersonville IN 47131 for an Age Search Application Form (BC-600). Their website is www.census.gov. (Click on Index A-Z at the top right or search BC-600 and look under Age Search Information). Follow the instructions on the form carefully and mail to the above address. This form may also possibly be obtained from the post office.